



MEMORANDUM

To: Mayor and City Council

From: Graham Waters, City Administrative Officer

Cc: Department Heads

Re: November City Administrative Officer's Report

Date: December 15, 2014

Administration

- The City has advertised its snow emergency procedures to city residents (emphasizing the \$250.00 fine) and detailing the section of the City Code where the law is located. We hope this advertising campaign will increase public awareness and compliance during a snow emergency. We know this was an issue last year and we wanted to address it this year in a timely fashion.
- The City recently submitted a \$45,000 Maryland Smart Energy grant application to the Maryland Energy Administration for solar powered police call boxes. We look forward to hearing back about the application in spring 2015.
- A reminder to all those groups or individuals still looking to apply for the City's Youth Activities Grant, the deadline for submission is December 31, 2014. Applications are still available online or by contacting the City at 301-459-6100.
- The City's new redeveloped park is officially open; the City completed construction of its dog park on West Field in November. To date we have had 22 registrants and are accepting new applicants year round.
- The City, along with the County's Office of the Deputy Chief Administrative Officer for Economic Development and the County's Economic Development Corporation, held a Business Town Hall on Friday, December 12. The event was well attended and discussions focused on connecting the Annapolis Road corridor to the New Carrollton Station, as well as the issues of promoting and developing the Garden Center Drive side of the station.

Finance and Accounting

- Monthly Budget Report: Attached is the FY2015 to FY2014 MTD / YTD July 1 - November 30 Budget Report

Code Enforcement

- Attached is the report from Code Enforcement for the month of October. Attachment 2

City Clerk

- No report at this time

Human Resources

- On Monday, November 3rd, all members of the Senior Staff Team attended a Sensitivity Training Course onsite. The session was interactive and beneficial to all.
- Human Resources Coordinator, Alayna Rowlett and Staff Accountant, Padma Pala attended Retirement Coordinator training at Maryland State Retirement's headquarters. The training is mandatory for all individuals preparing for the Retirement Coordinator Certification. The next testing session is scheduled for March 2015.
- Human Resources Coordinator, Alayna Rowlett also attended the annual Benecon Health Benefits Seminar. The event was informative and provided great networking opportunities with other municipalities.
- On Tuesday, November 25th, we held the drawing for city employees that completed a Health Assessment. Prizes included an Apple iPad, Target gift cards and Walmart gift cards.
- The search for a new Director of Finance and Accounting is ongoing.

**FY2015 to FY2014 MTD / YTD
July 1 - November 30**

	<u>Budget 2015</u>	<u>M-T-D Actual 2015</u>	<u>Y-T-D Actual 2015</u>	<u>Remaining Balance</u>	<u>Pct Exp</u>	<u>Budget 2014</u>	<u>M-T-D Actual 2014</u>	<u>Y-T-D Actual 2014</u>	<u>Remaining Balance</u>	<u>Pct Exp</u>
INCOME STATEMENT										
<u>REVENUES/OTHER SOURCES</u>										
REAL PROPERTY TAXES										
REAL PROPERTY	4,356,132.00	0.00	299,455.69	4,056,676.31	(0.07)	4,356,132.00	360,888.05	3,348,807.26	1,007,324.74	(0.77)
BUS. REAL PROPERTY - PUBLIC SAFETY	265,000.00	0.00	275,993.85	(10,993.85)	(1.04)	265,000.00	0.00	270,677.90	(5,677.90)	(1.02)
REAL PROPERTY TAXES	4,621,132.00	0.00	575,449.54	4,045,682.46	(0.12)	4,621,132.00	360,888.05	3,619,485.16	1,001,646.84	(0.78)
PERSONAL PROPERTY TAXES										
PERSONAL PROPERTY BUSINESS	310,000.00	0.00	106,696.37	203,303.63	(0.34)	327,000.00	2,978.30	173,743.10	153,256.90	(0.53)
PERSONAL PROPERTY-PUBLIC SAFETY	40,000.00	0.00	15,857.12	24,142.88	(0.40)	40,000.00	423.20	25,995.73	14,004.27	(0.65)
PERSONAL PROPERTY-RAILROAD & UTILITY	47,000.00	23,985.50	47,252.70	(252.70)	(1.01)	47,000.00	24,816.60	45,559.20	1,440.80	(0.97)
TOTAL PERSONAL PROPERTY TAXES	397,000.00	23,985.50	169,806.19	227,193.81	(0.43)	414,000.00	28,218.10	245,298.03	168,701.97	(0.59)
PENALTIES & INTEREST										
PENALTIES/INTEREST	9,370.00	0.00	42.66	9,327.34	0.00	9,370.00	2,001.08	2,968.90	6,401.10	(0.32)
TOTAL PENALTIES & INTEREST	9,370.00	0.00	42.66	9,327.34	0.00	9,370.00	2,001.08	2,968.90	6,401.10	(0.32)
STATE SHARED TAXES										
ADMISSION & AMUSEMENT	1,500.00	0.00	0.00	1,500.00	0.00	1,800.00	0.00	1,339.71	460.29	(0.74)
HIGHWAY USER & MOTOR VEHICLE	130,000.00	0.00	153,381.43	(23,381.43)	(1.18)	75,150.00	7,893.18	142,422.76	(67,272.76)	(1.90)
STATE INCOME TAX REVENUE	816,562.00	0.00	7,969.62	808,592.38	(0.01)	797,811.00	181,750.15	235,854.85	561,956.15	(0.30)
TOTAL STATE SHARED TAXES	948,062.00	0.00	161,351.05	786,710.95	(0.17)	874,761.00	189,643.33	379,617.32	495,143.68	(0.43)
COUNTY SHARED TAXES										
P.G. COUNTY DISPOSAL FEE REBATE	33,467.00	0.00	0.00	33,467.00	0.00	33,467.00	0.00	8,367.00	25,100.00	(0.25)
HOTEL / MOTEL TAXES	74,000.00	0.00	0.00	74,000.00	0.00	65,000.00	21,825.66	21,825.66	43,174.34	(0.34)
PAYMENT IN LIEU OF BANK STOCKS	20.00	0.00	0.00	20.00	0.00	20.00	0.00	0.00	20.00	0.00
TOTAL COUNTY SHARED TAXES	107,487.00	0.00	0.00	107,487.00	0.00	98,487.00	21,825.66	30,192.66	68,294.34	(0.31)
LICENSE & PERMITS										
STATE TRADERS & PEDDLERS	10,500.00	278.21	513.83	9,986.17	(0.05)	10,500.00	16.01	775.01	9,724.99	(0.07)
CITY BUSINESS LICENSE	10,100.00	0.00	11,970.00	(1,870.00)	(1.19)	11,000.00	0.00	12,300.00	(1,300.00)	(1.12)
COMCAST CABLE FRANCHISE FEES	86,000.00	0.00	25,915.69	60,084.31	(0.30)	84,000.00	0.00	22,901.75	61,098.25	(0.27)

VERIZON CABLE FRANCHISE FEES	77,000.00	21,011.41	21,011.41	55,988.59	(0.27)	75,000.00	21,224.31	21,224.31	53,775.69	(0.28)
VERIZON PROPERTY LEASE	7,200.00	690.00	4,140.00	3,060.00	(0.58)	7,200.00	690.00	4,140.00	3,060.00	(0.58)
CRICKET COMMUNICATION FRANCHISE FEES	4,800.00	400.00	2,000.00	2,800.00	(0.42)	4,800.00	400.00	2,000.00	2,800.00	(0.42)
BUILDING PERMIT FEES	1,750.00	100.00	2,530.01	(780.01)	(1.45)	1,750.00	135.00	1,210.00	540.00	(0.69)
TOTAL LICENSE & PERMITS	197,350.00	22,479.62	68,080.94	129,269.06	(0.34)	194,250.00	22,465.32	64,551.07	129,698.93	(0.33)
INTERGOVT GRANTS										
STATE AID FOR POLICE PROTECTION	136,500.00	0.00	34,227.75	102,272.25	(0.25)	136,500.00	0.00	34,048.50	102,451.50	(0.25)
CRIME CONTROL & PREVENTION GRANT	0.00	0.00	607.00	(607.00)	0.00	0.00	0.00	1,629.00	(1,629.00)	0.00
COMMUNITY POLICING SERVICE GRANTS	0.00	0.00	16,271.66	(16,271.66)	0.00	66,000.00	16,157.17	16,157.17	49,842.83	(0.24)
SCHOOL BUS GRANT	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL INTERGOVT GRANTS	140,500.00	0.00	51,106.41	89,393.59	(0.36)	206,500.00	16,157.17	51,834.67	154,665.33	(0.25)
REVENUES FROM OTHER AGENCIES										
CABLE TV EQUI. SUPPORT GRANT-COMCAST	49,000.00	0.00	15,549.42	33,450.58	(0.32)	48,000.00	0.00	13,741.05	34,258.95	(0.29)
CABLE TV EQUIP. GRANT-VERIZON	48,000.00	13,363.26	13,363.26	34,636.74	(0.28)	45,000.00	13,498.66	13,498.66	31,501.34	(0.30)
TOTAL REVENUES FROM OTHER AGENCIES	97,000.00	13,363.26	28,912.68	68,087.32	(0.30)	93,000.00	13,498.66	27,239.71	65,760.29	(0.29)
CURRENT SERVICE CHARGES										
ADVERTISING FEES	3,500.00	19.35	92.88	3,407.12	(0.03)	3,500.00	0.00	708.05	2,791.95	(0.20)
MUNICIPAL CENTER ROOM RENT	2,300.00	0.00	1,035.00	1,265.00	(0.45)	2,250.00	100.00	1,045.00	1,205.00	(0.46)
GENERAL SERVICE FEES	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00	0.00
BOARD OF APPEALS FEES	800.00	0.00	460.00	340.00	(0.58)	800.00	0.00	400.00	400.00	(0.50)
FINGERPRINT FEES	450.00	0.00	0.00	450.00	0.00	650.00	0.00	0.00	650.00	0.00
SPECIAL POLICE SERVICES	27,500.00	112.00	10,955.00	16,545.00	(0.40)	21,500.00	8,507.00	19,694.00	1,806.00	(0.92)
RENTAL PROPERTY INSPECTIONS	195,200.00	3,300.00	262,750.00	(67,550.00)	(1.35)	194,500.00	1,800.00	189,700.00	4,800.00	(0.98)
PROPERTY CLEAN UP & LIENS	21,100.00	0.00	702.00	20,398.00	(0.03)	24,500.00	0.00	4,719.75	19,780.25	(0.19)
TRASH PICK UP SERVICE FEES	322,900.00	0.00	0.00	322,900.00	0.00	269,000.00	0.00	0.00	269,000.00	0.00
RECYCLING FEES	42,600.00	216.67	216.67	42,383.33	(0.01)	42,600.00	0.00	0.00	42,600.00	0.00
TOTAL CURRENT SERVICE CHARGES	616,350.00	3,648.02	276,211.55	340,138.45	(0.45)	559,800.00	10,407.00	216,266.80	343,533.20	(0.39)
FINES & FORFEITURES										
MUNICIPAL INFRACTIONS	1,600.00	0.00	900.00	700.00	(0.56)	2,300.00	0.00	170.00	2,130.00	(0.07)
SPEED CAMERA REVENUE	96,000.00	0.00	27,575.30	68,424.70	(0.29)	255,000.00	12,640.79	58,311.81	196,688.19	(0.23)
VEHICLE CONTROL FINES & TOWING	380,000.00	8,993.00	122,624.88	257,375.12	(0.32)	300,000.00	24,441.50	151,179.10	148,820.90	(0.50)
TOTAL FINES & FORFEITURES	477,600.00	8,993.00	151,100.18	326,499.82	(0.32)	557,300.00	37,082.29	209,660.91	347,639.09	(0.38)

INTEREST & DIVIDENDS										
INTEREST EARNED ON INVESTMENTS	6,200.00	0.00	1,175.97	5,024.03	(0.19)	8,500.00	493.64	2,418.74	6,081.26	(0.28)
SCRAP METAL & PAPER	2,500.00	49.00	1,578.37	921.63	(0.63)	2,500.00	212.25	1,077.73	1,422.27	(0.43)
SEIZED REVENUES	500.00	0.00	0.00	500.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00
RIGHT-OF-WAY FEES	16,000.00	0.00	16,140.00	(140.00)	(1.01)	16,000.00	0.00	16,140.00	(140.00)	(1.01)
HEALTH INSURANCE PROCEEDS	102,400.00	0.00	30,121.50	72,278.50	(0.29)	0.00	0.00	0.00	0.00	0.00
PENSION REBATE	41,000.00	0.00	0.00	41,000.00	0.00	38,500.00	0.00	0.00	38,500.00	0.00
MISCELLANEOUS REVENUES	45,000.00	342.76	590.28	44,409.72	(0.01)	15,500.00	20.63	64,550.25	(49,050.25)	(4.16)
TOTAL INTEREST & DIVIDENDS	213,600.00	391.76	49,606.12	163,993.88	(0.23)	83,000.00	726.52	84,186.72	(1,186.72)	(1.01)
WEINBACH SCHOLARSHIP GRANT										
WEINBACH SCHOLARSHIP GRANT REVENUE	500.00	0.00	500.00	0.00	(1.00)	500.00	1,109.44	5,454.44	(4,954.44)	(10.91)
TOTAL WEINBACH SCHOLARSHIP GRANT	500.00	0.00	500.00	0.00	(1.00)	500.00	1,109.44	5,454.44	(4,954.44)	(10.91)
OTHER FINANCING SOURCES										
DESIGNATED FOR VEHICLE PURCHASE	0.00	0.00	0.00	0.00	0.00	164,000.00	0.00	0.00	164,000.00	0.00
TOTAL OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	164,000.00	0.00	0.00	164,000.00	0.00
APPROPRIATED SURPLUSES										
CONTINGENCY RESERVE	130,000.00	0.00	0.00	130,000.00	0.00	130,000.00	0.00	0.00	130,000.00	0.00
UNDESIGNATED PRIOR YEAR SURPLUS	347,980.00	0.00	0.00	347,980.00	0.00	501,000.00	0.00	0.00	501,000.00	0.00
OPERATING RESERVE CARRYOVER	250,000.00	0.00	0.00	250,000.00	0.00	250,000.00	0.00	0.00	250,000.00	0.00
TOTAL APPROPRIATED SURPLUSES	727,980.00	0.00	0.00	727,980.00	0.00	881,000.00	0.00	0.00	881,000.00	0.00
TOTAL REVENUES/OTHER SOURCES	8,553,931.00	72,861.16	1,532,167.32	7,021,763.68	(0.18)	8,757,100.00	704,022.62	4,936,756.39	3,820,343.61	(0.56)
<u>EXPENDITURES</u>										
<u>Mayor and City Council</u>										
Personnel	38,619.00	2,824.24	14,095.86	(24,523.14)	0.36	38,151.00	2,830.83	14,122.13	(24,028.87)	0.37
Operating	31,970.00	540.00	3,364.03	(28,605.97)	0.11	30,720.00	888.92	1,691.30	(29,028.70)	0.06
Total Mayor and City Council	70,589.00	3,364.24	17,459.89	(53,129.11)	0.25	68,871.00	3,719.75	15,813.43	(53,057.57)	0.23
<u>G.G. Administration</u>										
Personnel	676,930.00	64,015.17	228,930.87	(447,999.13)	0.34	786,466.00	49,009.20	264,724.55	(521,741.45)	0.34
Operating	559,710.00	31,411.05	215,100.08	(344,609.92)	0.38	532,110.00	54,330.91	243,893.97	(288,216.03)	0.46
Capital Expenditures	0.00	23,113.00	29,700.35	29,700.35	0.00	150,200.00	0.00	18,764.00	(131,436.00)	0.12
Total G.G. Administration	1,236,640.00	118,539.22	473,731.30	(762,908.70)	0.38	1,468,776.00	103,340.11	527,382.52	(941,393.48)	0.36

<u>Financial Administration</u>										
Personnel	263,117.00	28,319.17	94,845.80	(168,271.20)	0.36	230,827.00	18,407.08	72,391.78	(158,435.22)	0.31
Operating	46,650.00	1,302.48	15,385.94	(31,264.06)	0.33	43,750.00	662.62	12,749.94	(31,000.06)	0.29
Capital Expenditures	0.00	0.00	0.00	0.00	0.00	6,500.00	0.00	1,407.48	(5,092.52)	0.22
Total Financial Administration	309,767.00	29,621.65	110,231.74	(199,535.26)	0.36	281,077.00	19,069.70	86,549.20	(194,527.80)	0.31
<u>P.H. Code Enforcement</u>										
Personnel	447,143.00	46,435.08	160,659.06	(286,483.94)	0.36	416,907.00	38,458.28	148,815.93	(268,091.07)	0.36
Operating	96,450.00	1,500.60	11,251.48	(85,198.52)	0.12	89,970.00	1,255.59	11,022.05	(78,947.95)	0.12
Capital Expenditures	0.00	0.00	0.00	0.00	0.00	22,500.00	0.00	16,291.00	(6,209.00)	0.72
Total P.H. Code Enforcement	543,593.00	47,935.68	171,910.54	(371,682.46)	0.32	529,377.00	39,713.87	176,128.98	(353,248.02)	0.33
<u>P.S. Police Administration</u>										
Personnel	561,028.00	46,086.63	173,327.73	(387,700.27)	0.31	462,710.00	41,947.97	160,713.04	(301,996.96)	0.35
Operating	162,750.00	9,776.62	91,426.34	(71,323.66)	0.56	142,700.00	5,726.20	74,026.35	(68,673.65)	0.52
Capital Expenditures	0.00	6,433.36	6,553.35	6,553.35	0.00	8,000.00	0.00	789.89	(7,210.11)	0.10
Total P.S. Police Administration	723,778.00	62,296.61	271,307.42	(452,470.58)	0.37	613,410.00	47,674.17	235,529.28	(377,880.72)	0.38
<u>P.S. Police Special Operation</u>										
Personnel	77,807.00	22,588.17	77,512.17	(294.83)	1.00	212,162.00	18,527.71	70,050.26	(142,111.74)	0.33
Operating	20,700.00	765.73	2,973.41	(17,726.59)	0.14	27,600.00	212.92	4,273.26	(23,326.74)	0.15
Capital Expenditures	0.00	0.00	0.00	0.00	0.00	12,000.00	0.00	12,146.50	146.50	1.01
Total P.S. Police Special Operation	98,507.00	23,353.90	80,485.58	(18,021.42)	0.82	251,762.00	18,740.63	86,470.02	(165,291.98)	0.34
<u>P.S. Police Patrol</u>										
Personnel	1,200,669.00	131,914.12	459,005.85	(741,663.15)	0.38	1,116,287.00	109,271.05	422,768.26	(693,518.74)	0.38
Operating	170,300.00	5,860.01	36,803.69	(133,496.31)	0.22	162,750.00	7,292.96	43,656.99	(119,093.01)	0.27
Capital Expenditures	0.00	1,153.58	2,485.46	2,485.46	0.00	70,500.00	4,209.65	42,275.68	(28,224.32)	0.60
Total P.S. Police Patrol	1,370,969.00	138,927.71	498,295.00	(872,674.00)	0.36	1,349,537.00	120,773.66	508,700.93	(840,836.07)	0.38
<u>P.S. Parking Enforcement</u>										
Personnel	221,006.00	23,035.40	79,488.27	(141,517.73)	0.36	207,920.00	19,218.61	73,421.83	(134,498.17)	0.35
Operating	34,000.00	226.01	5,411.32	(28,588.68)	0.16	31,150.00	1,146.82	10,723.11	(20,426.89)	0.34
Capital Expenditures	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00	789.89	(1,710.11)	0.32
Total P.S. Parking Enforcement	255,006.00	23,261.41	84,899.59	(170,106.41)	0.33	241,570.00	20,365.43	84,934.83	(156,635.17)	0.35
<u>P.W. Administration</u>										
Personnel	471,136.00	50,730.33	179,904.31	(291,231.69)	0.38	449,346.00	45,602.05	163,276.81	(286,069.19)	0.36
Operating	180,200.00	5,953.73	64,258.96	(115,941.04)	0.36	170,900.00	3,545.03	61,393.61	(109,506.39)	0.36

Capital Expenditures	0.00	0.00	7,232.50	7,232.50	0.00	0.00	0.00	0.00	0.00	0.00
Total P.W. Administration	651,336.00	56,684.06	251,395.77	(399,940.23)	0.39	620,246.00	49,147.08	224,670.42	(395,575.58)	0.36
<u>P.W. Highway</u>										
Personnel	287,120.00	33,062.63	112,305.76	(174,814.24)	0.39	317,809.00	23,633.86	93,621.37	(224,187.63)	0.29
Operating	242,750.00	13,355.34	75,336.84	(167,413.16)	0.31	238,750.00	9,314.79	63,453.91	(175,296.09)	0.27
Capital Expenditures	0.00	0.00	14,209.99	14,209.99	0.00	221,000.00	0.00	453,026.11	232,026.11	2.05
Total P.W. Highway	529,870.00	46,417.97	201,852.59	(328,017.41)	0.38	777,559.00	32,948.65	610,101.39	(167,457.61)	0.78
<u>P.W. Sanitation</u>										
Personnel	675,095.00	65,592.36	228,838.41	(446,256.59)	0.34	619,629.00	58,231.68	231,557.51	(388,071.49)	0.37
Operating	493,000.00	27,712.84	159,713.85	(333,286.15)	0.32	506,250.00	9,208.14	142,813.17	(363,436.83)	0.28
Total P.W. Sanitation	1,168,095.00	93,305.20	388,552.26	(779,542.74)	0.33	1,125,879.00	67,439.82	374,370.68	(751,508.32)	0.33
<u>P.W. Parks & Recreation</u>										
Personnel	501,453.00	49,523.60	167,662.73	(333,790.27)	0.33	532,198.00	44,024.35	165,714.93	(366,483.07)	0.31
Operating	139,250.00	7,141.08	44,578.85	(94,671.15)	0.32	129,250.00	1,657.30	29,784.07	(99,465.93)	0.23
Total P.W. Parks & Recreation	640,703.00	99,069.90	271,531.80	(369,171.20)	0.42	666,448.00	118,399.65	268,217.00	(398,231.00)	0.40
<u>Debt Principal & Interest</u>										
Debt Services/Other	339,785.00	0.00	102,408.02	(237,376.98)	0.30	376,950.00	21,281.11	141,826.42	(235,123.58)	0.38
Total Debt Principal & Interest	339,785.00	0.00	102,408.02	(237,376.98)	0.30	376,950.00	21,281.11	141,826.42	(235,123.58)	0.38
Miscellaneous										
Debt Services/Other	610,793.00	0.00	0.00	(610,793.00)	0.00	383,638.00	0.00	0.00	(383,638.00)	0.00
Total Miscellaneous	610,793.00	0.00	0.00	(610,793.00)	0.00	383,638.00	0.00	0.00	(383,638.00)	0.00
Weinberg Scholarship										
Debt Services/Other	4,500.00	1,000.00	1,500.00	(3,000.00)	0.33	2,000.00	1,351.58	4,351.58	2,351.58	2.18
Total Weinberg Scholarship	4,500.00	1,000.00	1,500.00	(3,000.00)	0.33	2,000.00	1,351.58	4,351.58	2,351.58	2.18
<u>TOTAL EXPENDITURES</u>	8,553,931.00	743,777.55	2,925,561.50	(5,628,369.50)	0.34	8,757,100.00	663,965.21	3,345,046.68	(5,412,053.32)	0.38
<u>REVENUE OVER(UNDER)</u>	0.00	(670,916.39)	(1,393,394.18)	1,393,394.18	0.00	0.00	40,057.41	1,591,709.71	(1,591,709.71)	0.00

Attachment_2_C.E. Report

Department of Code Enforcement

Monthly Activity Report

November, 2014

Sanitation violations:

Litter, garbage, rubbish, solid waste, and refuse in the right of way

Total: 15

Vehicle violations: including commercial vehicles, unauthorized: unregistered, expired tags, oversized, wrecked, dismantled or incapable of operating under its own power. Six vehicles had to be impounded from the City.

Total: 67

Miscellaneous violations including such things as: roofs and drainage, exterior surfaces, holes, breaks, loose or rotting boards, sheds, fences, steps, garages, and decks.

Total: 5

There were four (4) single-family dwelling rental inspections at the following properties:

- | | |
|------------------------------|--------------------|
| 1. 6123 85 th Ave | 3. 6503 Lamont Dr. |
| 2. 8329 Carrollton Pkw | 4. 8313 Verona Dr. |

Total: 4

The multi-family inspections totaled 18 for the month representing the condominium communities as well as those in any of the rental apartments.

Total: 18

Code Notes:

1. There has been an increase in the number of unregistered vehicles on private property throughout the city. These are being dealt with aggressively by the Code Enforcement Officers. The provisions of the ordinance prohibiting covering of license plates with tarpaulins or other covers have helped considerably.

2. Frenchmen's Creek Condominium and Cambridge Crossing Apartments both have experienced an infestation of bed bugs and/or mice. The management of the two communities

has addressed this problem. Professional exterminating contractors were called in and have arranged a schedule to systematically remove these pests until they are completely eliminated.

3. Training of department personnel was provided at the Code Enforcement & Zoning Officials' Association in Salisbury, Md., November 7, 2014. A representative of Hopes Life Outreach addressed problems associated with providing housing and services to those in need. All municipalities need to be aware of the influx of those less fortunate in their communities.

Other guest speakers spoke about various Geographic Information Systems and their uses which are applicable to Code Enforcement.

4. The Mayor of Salisbury, Hon. James P. Ireton, addressed the association and expressed sincere appreciation for the work Code Enforcement Officers do. He acknowledged the importance of their contribution to the safety, health and welfare of the community and in raising the value of properties in the city as the result of their vigilance and dedication.

5. Various subjects were discussed in the planning process for a workshop at the MML convention in 2015. These will be voted upon at the next CEZOA meeting, no later than January.